

EDUCATION INTEREST GROUP POLICIES

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Policy: Educational Interest Group (EIG) of the AOPT

Purpose: To ensure the EIG Chair understands and carries out their function within the Academy of Orthopaedic Physical Therapy (AOPT)

Scope: The policy applies to all EIGs of the AOPT

Responsibilities: EIG appointed Chair, AOPT staff

1. Serve the Academy of Orthopaedic Physical Therapy (AOPT) as an educational, research, and practice (including advocacy) resource for AOPT members
2. Provide educational programming to AOPT membership at CSM
3. Develop and recommend practice standards and terminology
4. Must follow policy and SOP's for establishing the need for a SIG with approval by the AOPT BOD.

A. If a group of AOPT members desires to develop a SIG, the prospective SIG will first be recognized as an EIG.

1. In order for AOPT to officially recognize an EIG, a petition must be presented to the Board of Directors with at least 100 signatures of active and/or affiliate members of the AOPT interested in supporting the EIG, along with the mission and goals of the proposed EIG. This must be sent to the AOPT office by October 1.
2. After the AOPT Office verifies the membership status of the 100 signatories on the petition and the AOPT Board of Directors reviews the goals and mission of the proposed EIG, the Board of Directors will grant official status to the EIG if they believe its formation will be of benefit to the AOPT.
3. The decision of the Board of Directors will be made at the upcoming CSM Board of Directors meeting.
4. The newly formed EIG will then follow the established EIG policies for at least 2 years, beginning with CSM the year following Board approval.
5. After operating as an EIG for at least 2 years, those AOPT members who support the advancement of the EIG to SIG status, can petition the AOPT Board to grant SIG status to the based on the following:
 - A. A summary of EIG educational activities over at least the past 2 years;
 - B. A detailed proposal indicating how the current EIG plans on meeting all of the six designated purposes of a SIG outlined in the SIG Policies and SOPs.
 - C. The proposal to become a SIG was submitted to the AOPT office by December 1st to

allow time for the Board of Directors to review and make a decision on the proposal at the upcoming CSM Board of Directors Meeting.

If, after 2 years, the EIG does not petition to become a SIG, the EIG is dissolved.

B. Officers

1. The Chair will be the only officer and must be an AOPT member in good standing.
2. The AOPT Board of Directors will appoint the Chair, in consultation with the membership, through email or personal solicitation.
3. Term Limits
 - a. The EIG Chair would serve one, 3-year term.

C. Duties of the EIG Chair

1. Provide one written report to the AOPT Board of Directors for their CSM meeting describing the EIG's CSM programming.
2. Provide a description of their upcoming CSM program to the Managing Editor for the January issue of *OPTP*.
3. Serve as the moderator for the CSM EIG educational program.

D. CSM

1. The EIG Chair will:
 - a. Provide a proposal for 2 hours of programming each year at CSM.
 - b. Communicate with the AOPT Education Chair on their submission.
2. The selection of the proposed education program submitted by the EIG each year will be based on the merit of the proposal as determined by the AOPT's Education Committee, and therefore acceptance is not guaranteed.

E. EIG Authority and Limitations

1. An EIG shall:
 - a. Operate under the policies that shall not be inconsistent with AOPT or APTA bylaws and that shall be approved by the AOPT Board of Directors; and
 - b. Not levy special assessments that carry punitive action or loss of good standing; and
 - c. Be established and/or dissolved in accordance with the policies and conditions specified by the AOPT Board of Directors.
2. An EIG is subject to the following limitations:
 - a. The bylaws and policies of APTA and AOPT;
 - b. No EIG can profess or imply that it speaks for or represents the AOPT or members other than those currently holding an officer position in the EIG unless authorized by the AOPT Board of Directors; and
 - c. No EIG can profess, imply, or advertise that it is the sponsor of a continuing education course, symposium, or retreat, unless authorized by the AOPT Board of Directors.
3. Any changes or modifications proposed by the AOPT Board of Directors to the EIG policies shall be distributed for review and comment by the EIG one month prior to Board vote.

Revision	Date	Description of changes	Requested By
1	2/15/21	EIG & SIG policies split creating a new EIG policy.	Joe Donnelly, President
2	4/25/22	Logistical formatting.	Tara Fredrickson, Assistant Executive Director